



Minutes NV IT Operations Committee (NITOC)

DATE	October 9, 2003
TIME	1:30 PM
LOCATION	Kinkead Conference Room, Carson City
RECORDER	Maggie Thorne

ATTENDANCE

Chair Name	Present	Co-Chair Name	Present
Terry Savage, Chair E-Gov	✓	Bob Beers, Co-Chair E-Gov	
Mike Hillerby, Chair, Strategic Plan		Alisanne Maffei, Co-Chair, Strategic Plan	
Kathy Ryan, Chair, ITPOC	✓	Roberta Roth, Co-Chair, ITPOC	
Chuck Connor, Chair, IT Workforce	✓	Vacant, Co-Chair, IT Workforce	
Mark Blomstrom, Chair, Tech. Standards & Architecture		Dave McTeer, Co-Chair, Tech. Standards & Architecture	✓
Teri J. Mark, Chair, NERC		Jeff Kintop, Co-Chair NERC	
Alan Rogers, Chair Justice IT Integration	✓	Vacant, Co-Chair Justice IT Integration	
Donna Crutcher, Chair, Security		Jerry Beauchamp, Co-Chair, Security	

Other attendees

Name	Name
Janice Rhodes, DETR	

CALL TO ORDER

Terry Savage called the meeting to order at 1:50 pm

REVIEW OF MINUTES AND AGENDA CHANGES

The minutes from the August 14 meeting were not approved.

CHAIRMAN REPORT

Terry discussed the following items:

- his attendance in LV at the NV Communications Steering Committee. He stated that attending in Las Vegas and meeting those members was good and would continue to divide his attendance in both LV and Carson.
- while in Vegas he met with Bob Beers and discussed radio communication. Terry felt that Bob now understands our position and that "standards" don't work in Nevada because of our mountains and rural areas.
- Terry mentioned that Sandra Tiffany was appointed to the IT Advisory Board, along with the reappointment of Bob Beers as Chairman. The next meeting of ITAB is being scheduled for January 2004.

DECISIONS¹

Item No.	Decision
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AGENDA ITEMS

1.	Discussion on temporary exemption given to NDOC on PSP 4.62. After discussion with NDOC representative, it was agreed that the Policy did not address point –to – point bridging. Dave McTeer agreed that the standard needed to be revised to address bridge wireless. It was also agreed that PSP 4.62 should go back to the Security Committee to modify. Terry also mentioned to the group that a Security Manager has been hired (Randy Potts) and will be on board at the end of October. .
2.	Update on Justice IT Integration Committee – Alan Rogers was happy to report that he now is seeing some light at the end of the tunnel. After many attempts to get this Committee up and running, Alan said progress has finally happened. He distributed a White Paper to the NITOC members and indicated he has received acceptance from Ron Titus (AOC) AND Daryl Riersgard. Alan believes we will see action taken prior to the end of the year. Maggie agreed to send copies of the White Paper to all other members of NITOC not present.

COMMITTEE REPORTS

1.	IT Project Oversight – Kathy indicated that the Committee continues to meet monthly and they are currently overseeing 8 projects with 5 in the wings. Terry felt that the Committee' monthly status report should be sent to the Governor's office and instructed Kathy to prepare such a report.
2	NERC – In Teri Mark's absence, Maggie Thorne read a report Teri submitted. NERC is working on their by-laws and putting together a training schedule on managing electronic records. The Committee held their Technology Days and vendor finalists will be selected in Stage 3 and submitted to the BOE meeting in December. NERC's next meeting is December 2. Terry Savage asked Maggie to see about getting herself appointed to this Committee.
3	IT Work Force – Chuck Connor indicated that the Committee wrote and submitted a joint letter to the Dept. of Personnel requesting that the Committee help them rewrite class specs for various IT positions that are causing agencies problems. No response has been received, but Chuck did talk to Personnel on the phone and they are receptive to the idea and will attend the next IT Workforce meeting
4.	Justice IT Integration – See "Agenda Items"
5	Strategic Planning – Terry reported that this Committee is idling but would be scheduling another meeting early December.
6	Tech Standards & Architecture – No report. – Both Dave and Terry agreed that this Committee needs to be assigned to someone who can devote the time and energy needed.
7.	Security - In Donna Crutcher's absence, no report was given.
8.	E-Gov – The members briefly discussed the need to restructure this Committee and possibly combine it with Tech Standards & Architecture. Dave McTeer felt e-gov is still needed, more towards e-commerce and creating standards/providing direction. He mentioned the difficulties DMV is having with reconciliation and has Ann Colin (IFS) looking for a successful model Nevada could follow.

ACTION ITEMS²

Item	Opened	Description	Assigned	Due	Closed
9.	7/11/02	Draft inter-committee working relationship	Terry Savage	April	

¹ *Decision*: Reaching a conclusion... particularly in response to a course of action.

² *Action Item*: A commitment to complete an action or an assignment.

Item	Opened	Description	Assigned	Due	Closed
		policy statement.			

OTHER ISSUES

None

ADJOURNMENT

The meeting was adjourned at 3:35 PM.. Next meeting scheduled for November 13, 2003 at 1:30 pm.